



*Santa Monica Community College District*  
**District Planning and Advisory Council**  
**MEETING – SEPTEMBER 14, 2011**  
**MINUTES**

A meeting of the Santa Monica Community College District Planning and Advisory Council (DPAC) was held on Wednesday, **September 14, 2011** at Santa Monica College, Business Building Room 111, 1900 Pico Boulevard, Santa Monica, California.

I. Call to Order - 3:06 p.m.

II. Members Present

Randy Lawson, Administration Representative, Chair  
Janet Harclerode, Academic Senate President, Vice-Chair  
Georgia Lorenz, Administration Representative  
Eric Oifer, Academic Senate Representative  
Katharine Muller, Management Association Representative  
Mitra Moassessi, Faculty Association President  
Sandra Burnett, Faculty Association Representative  
Bernie Rosenloecher, CSEA President  
Leroy Lauer, CSEA Representative

Others Present

Jamie Cavanaugh  
Jennifer Merlic  
Lee Peterson

DPAC Staff Support

Lisa Rose

III. The minutes of the meeting on August 24, 2011 were accepted.

**IV.** Agenda

- A. Draft of Master Plan for Education, 2011-2012: DPAC reviewed and discussed the 2011-2012 Institutional Objectives and the responses to the 2010-2011 Institutional Objectives. The responses indicate that 79 percent of the 2010-2011 Institutional Objectives were either completed or substantially completed.
- B. Discussion of Strategic Planning Process: The process of determining the strategic initiatives for the next five years will take place this fall. The process will include a review and possible revision of the mission, vision, values and goals statement, an assessment of the planning process, and a review of the institutional objectives for the last five years that will include the completion status and relationship to the strategic initiatives. This will be the primary assessment of the planning process. It was suggested that some form of qualitative analysis be considered - either in the form of a survey or a focus group. It was agreed that Randy Lawson would explore this with Institutional Research and present the topic for discussion at the next meeting.

VI. Adjournment- 4:20 p.m.

Meeting schedule through June, 2012 (second and fourth Wednesdays each month at 3 p.m.)

2011

September 28  
October 12, 26  
November 9, 23  
December 14

2012

January 11, 25  
February 8, 22  
March 14, 25  
May 9, 23  
June 13, 27

VII. Council of Presidents Meeting

The Council of Presidents set the agenda for the September 28, 2011 DPAC meeting.

Agenda

A. Reports

- Planning Subcommittees
- Academic Senate Joint Committees

B. DPAC Orientation

C. Master Plan for Education, 2011-2012

D. Discussion: Strategic Planning Process

- Five-Year Study of Institutional Objectives

**Recommendations from DPAC Planning Subcommittees to be included on agenda for consideration by DPAC need to be submitted to Lisa Rose one week before the meeting.**